



XAVIER UNIVERSITY COMMUNITY CREDIT COOPERATIVE

Xavier University, Cagayan de Oro City

13th Month Pay Loan

Date _____

BORROWER'S NAME: _____ Contact Number _____

DEPARTMENT: _____

TIN # _____ SSS# _____ Philhealth # _____ HDMF ID # _____

I hereby apply for a LOAN

in the amount of _____ (P _____)

The purpose of the loan is for: _____

Date of availment

Starting March 1 until May 4

Starting Sept 1 until Nov 19

Date of Full Payment

May 15 payroll date

Nov 30 payroll date

Signature of borrower

COMPUTATIONS:

Amount Loaned: _____

Less: Service Fee _____

Net Proceeds P
 =====

Approved by

Paid by:

This is to authorize the XUCCCO Office to deduct the full amount of my loan from my 13th month pay.

Signature of Member Borrower

RECEIVED FROM XUCCCO the sum of (pesos) P _____ as net proceeds of 13th month pay loan.
PAYMENT RECEIVED BY:

Date: _____

AUTHORITY TO DEDUCT

This is to authorize the Finance office of:

_____ Finance of Xavier University

_____ Aggie Finance

_____ Finance of RIMCU

_____ Finance of XUCMPC

_____ OTHERS: (please specify) _____

to deduct from my 13th month pay in the amount of _____ (P _____)

to pay for my 13th month pay loan of Xavier University Community Credit Cooperative (XUCCCO)

Signature of Member/Borrower

Printed Name Borrower